

Village of Mantua, Ohio
ORDINANCE 2021-30

**AN ORDINANCE AMENDING SECTION 157.02 OF THE VILLAGE OF MANTUA
CODIFIED ORDINANCES CONCERNING PERSONAL INFORMATION RECORDS
KEPT BY THE VILLAGE OF MANTUA.**

WHEREAS, pursuant to Ordinance numbers 2019-49 and 2020-54, the ownership, operation and maintenance of the Village of Mantua Water and Sanitary Sewer utilities has been assumed by Portage County effective January 4, 2021; and

WHEREAS, this transfer of operational authority has eliminated the need for references to Water and Sewer Departments within the Personal Information Collection and Protection Policies chapter of the Village of Mantua Codified Ordinances; and

WHEREAS, section 157.02 of the Village of Mantua Codified Ordinances should now be amended to remove these references.

NOW THEREFORE, BE IT ORDAINED by the Council of the Village of Mantua, a majority or more of the members elected thereto concurring, that:

SECTION 1. Existing Section 157.02 of the Codified Ordinances of the Village of Mantua is hereby repealed.

SECTION 2. Section 157.02 of the Codified Ordinances of the Village of Mantua is hereby enacted as set forth in the attached "Exhibit A".

SECTION 3. All other provisions of the Village of Mantua Codified Ordinances shall remain in full force and effect.

SECTION 4: It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5: This Ordinance shall be in full force and effect at the earliest time allowed by law.

PASSED in Council this 17th day of August, 2021.

ATTEST:

Linda Clark, Mayor

Jenny August, Clerk-Treasurer

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I hereby certify that this Resolution was duly published by public posting at pre-designated posting places in the Village of Mantua on the ____ day of August, 2021.

Jenny August, Clerk-Treasurer

Approved as to legal form by:

Michele Stuck, Solicitor

“Exhibit A”

157.02 PURPOSE.

Personal information records comprising the Municipal personal information system shall be kept by the following departments for the following purposes:

- (a) Street Department. For the purpose of obtaining information necessary for maintaining a good and adequate system of streets, alleys and other public thoroughfares and for the proper functioning of the Department.
- (b) Police Department. For the purpose of obtaining information necessary for the proper functioning of the Department, however the Police Department shall be exempt to the extent permitted by Ohio R.C. 1347.04.
- (c) The Zoning Department. For the purpose of obtaining information necessary to enforce the various Zoning Codes of the Village and such other information as is necessary for the proper functioning of the Department.
- (d) Clerk-Treasurer. For the purpose of obtaining information necessary to perform the duties imposed on the office by law and all other information which is necessary for the proper functioning of the office.
- (e) The Mayor and Village Solicitor. For the purpose of obtaining necessary information to properly perform their respective duties and when applicable certain information so obtained may be exempt as provided by Ohio R.C. Chapter 1347.
- (f) Income Tax Department. For the purpose of obtaining information necessary to insure collection of the income tax due to the Village, including necessary information to determine if income tax is owed the Village.
- (g) Other. In addition to all other information permitted to be collected by this chapter, the Village, through its proper officers, employees, agencies or departments may obtain such personal information as is necessary for the following reasons:
 - (1) To comply with the various laws of the United States of America and the State.
 - (2) To employ proper officers or employees for the various departments of the Village.
 - (3) To properly compensate officers and employees of the Village.
 - (4) To properly promote, demote, dismiss or discipline officers or employees.
 - (5) For the proper functioning of Municipal affairs.